
OVERVIEW

Instructions for reporting the death of a child/ward are in [SRM 172, Child/Ward Death Alert Procedures and Timeframes](#).

Title IV-E funds can be used for funeral expenses if the child was title IV-E eligible prior to his or her death.

Payments for funeral expenses for wards whose parental rights have not been terminated are the responsibility of the child's family. Families in financial need should be informed of the possibility of the local office resources available to assist with the burial cost of an indigent ward; see [ERM 306, Burials](#).

MCI WARDS/FORMER MCI WARDS

A Michigan Children's Institute (MCI) ward is a permanent ward of MDHHS, thus the department becomes the parent and has the legal responsibility to handle all arrangements relating to the child's burial. Minor children of an MCI ward or former MCI ward with an active foster care case are also eligible for funeral payments.

If an MCI ward's family is known, the family is to be advised of the child's death. The family should be offered the opportunity to participate in the funeral arrangements. The local office manager or designee has the authority to handle these arrangements.

Burial Allowance

Burial expenses up to a limit of \$6,000 may be submitted as a taxable exceptional payment request emailed to the Federal Compliance Division (FCD) at mdhhs-federalcompliance@mdhhs.gov. An invoice must be attached to the request. Prior approval is not required for funeral costs up to \$6,000.

An exception payment request must be submitted to FCD for prior approval of all burial expenses between \$6,000 and \$8,000. The request must include justification for the exception and the reasonable alternatives that were explored. Exceptions will not be granted for costs over \$8,000.

The provider must be enrolled in Bridges by submitting the [DHS-2351-X, Provider Enrollment/Change Request](#), to FCD at mdhhs-federalcompliance@mdhhs.gov.

federalcompliance@mdhhs.state.mi.us prior to payment authorization.

**Flowers or Other
Associated
Funeral Expenses**

The placement or placement agency foster care (PAFC) provider can be reimbursed for up to \$100 for the cost of flowers or associated funeral expenses. Paid service authorizations for flowers or other associated funeral payments are submitted as a taxable exceptional request in MiSACWIS. A paid receipt must be attached to the request. Prior approval is not required.

**Gravestone and
Installation**

The cost for both the gravestone and installation cannot exceed \$600. Service authorizations for gravestone markers must be submitted as a taxable exceptional request in MiSACWIS and accompanied by an estimate for the gravestone and installation. The provider must be enrolled in Bridges by submitting the DHS-2351-X, Provider Enrollment/Change Request, to FCD at mdhhs-federalcompliance@mdhhs.state.mi.us prior to payment(s) being authorized.

POLICY CONTACT

Questions about this policy item may be directed to the MDHHS-federalcompliance@mdhhs.state.mi.us email box.